

**THE SEWER BOARD MEETING OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WILL BE HELD IN ROOM 100 AT NEW ALBANY CITY HALL ON THURSDAY, DECEMBER 12, 2024 AT 9:15 A.M.**

**PRESENT:** Ed Wilkinson, member, Nathan Grimes, member, and Mayor Gahan, president.

**ALSO PRESENT:** April Dickey, Larry Summers, Mike Wallace, Shane Gibson, Sandy Boofter and Mindy Milburn

**CALL TO ORDER:**

**Mayor Gahan** called the meeting to order at 9:15 a.m.

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OR CORRECTION OF THE FOLLOWING MINUTES:**

**Mr. Grimes moved to approve the November 27, 2024 Regular Meeting Minutes as amended, Mr. Wilkinson second, all voted in favor.**

**BIDS/CONTRACTS:**

**1. Mike Wallace re: Change order (Elm Street 30” Sewer Replacement Project)**

**Mr. Wallace** presented Change Order No. 1 in the amount of \$8,945.00. He explained that this is for materials and labor to reconnect the 6” line associated with the project that was discovered during excavation. He added that it wasn’t on any of their maps and was reinstated.

**Mr. Wilkinson moved to approve, Mr. Grimes second, all voted in favor.**

**2. Mike Wallace re: Request for Final Completion Pay Application #1 (Elm Street 30” Sewer Replacement Project)**

**Mr. Wallace** presented the contractors application for final payment in the amount of \$546,006.00 which includes the change order and it does coincide with what the board approved for the project.

**Mr. Wilkinson** asked if this is the final paperwork after all the steps and checklists have gone through.

**Mr. Wallace** replied yes and stated that they have not submitted any pay apps along the way.

**Mayor Gahan** asked about EJCDC because he doesn’t recall seeing that before.

**Mr. Grimes** stated that it is a standard engineering form.

**Mr. Wilkinson moved to approve, Mr. Grimes second, all voted in favor**

**NEW BUSINESS:**

**COMMUNICATIONS - PUBLIC:**

**COMMUNICATIONS - CITY OFFICIALS:**

**1. Resolution setting salaries for non-bargaining employees**

**Mr. Gibson** explained that this is the standard yearly responsibility for setting the salaries and budget for 2025.

**Mr. Wilkinson** asked Mr. Wallace if he is okay with everything

**Mr. Wallace** stated that he is and added that everyone is happy about the deferred comp option so they do appreciate that addition.

**Mayor Gahan** stated that it has been a long time coming.

**Mr. Wilkinson** moved to approve, **Mr. Grimes** second, all voted in favor.

## **2. Resolution regarding transfer of funds to support Capital Improvements and setting budget**

**Mr. Gibson** stated that this resolution transfers funds from the general operating account into a capital improvement fund (sewer improvement fund). He added that that they know they have two larger projects that they will be working on in 2025, including the upgrade UV project and upgrades at the plant. He explained that these are capital improvements and the proper way to do this will be to transfer \$2.7M from the operating account over to the capital improvement fund, and as they are working on these projects, they will be expensed from this account instead of the monthly operating account.

**Mr. Grimes** moved to approve, **Mr. Wilkinson** second, all voted in favor.

### **SEWER ADJUSTMENTS:**

### **FINANCIAL REPORT:**

**Mr. Wilkinson** reported that the final numbers for November shows a consistent revenue for the year at 2% over budget and the expenses are running ~11% under budget. He stated that they are in excellent shape cash-wise with a couple of million to use for capital projects.

### **TABLED ITEMS:**

### **OLD BUSINESS:**

### **UTILITY REPORT:**

**Mr. Wallace** reported the the UV projet is on track and everyitng is going well.

**Mr. Wilkinson** asked about the change in chemicals and if the process is running better.

**Mr. Wallace** stated that the cost is more but it lasts longer and he thinks they are seeing better results.

**Mr. Wilkinson** stated that better results are hard to achieve so that is a big deal.

## **New Albany Wastewater Utility Monthly Report Summary for September 2024**

### **Influent / Effluent Quality**

The treatment plant was in full complanice for the month of September.

### **Pretreatment**

There were 35 grease trap inspections submitted.

### **Facililty Operations**

77 dry tons of bio solids were removed from the WWTP.

The WWTP was at 93% of its Total Suspended Solids design limit and at 68% of its CBOD design limit.

There was 10.40 inches of rain for the month.

### **Preventative and Unscheduled Maintenance**

353 preventative work orders were completed and 12 corrective work orders were completed for the WWTP and Lift Stations.

### **Highlights**

Replaced chemical feed pump at Valley View Lift Station.

Replace UV breaker.  
Replaced conveyor belt on press floor.  
Annual generator service was preformed throughout the system.

**Sanitary Collection System**

| <i>Project</i>                      |                       | <i>Current Month</i> |                         | <i>Year-to-Date</i> |                          |
|-------------------------------------|-----------------------|----------------------|-------------------------|---------------------|--------------------------|
| <i>Sanitary Sewer Flushed/ft</i>    |                       | <i>23330</i>         |                         | <i>148843</i>       |                          |
| <i>Sanitary Sewer Televised/ft.</i> |                       | <i>9668</i>          |                         | <i>108022</i>       |                          |
| <i>CIPP Installed/ft</i>            |                       | <i>0</i>             |                         | <i>0</i>            |                          |
| <i>Tap Inspections</i>              |                       | <i>12</i>            |                         | <i>95</i>           |                          |
| <i>Locates</i>                      |                       | <i>860</i>           |                         | <i>6369</i>         |                          |
| <i>Pipe Patches</i>                 |                       | <i>4</i>             |                         | <i>42</i>           |                          |
| <i>Service Requests</i>             | <i>Odor Complaint</i> | <i>Main Block</i>    | <i>Resident Problem</i> |                     | <i>Emergency Locates</i> |
| <i>26</i>                           | <i>2</i>              | <i>1</i>             | <i>19</i>               |                     | <i>4</i>                 |
|                                     |                       |                      |                         |                     |                          |

**Preventative and Unscheduled Maintenance**

157 preventative work orders were completed and 48 corrective work orders were issued for the Collection System.

**Construction Highlights**

|                           |                               |                             |
|---------------------------|-------------------------------|-----------------------------|
| <b># Manhole Repairs</b>  | <b>#Manhole Installations</b> | <b>#Pipe Patches</b>        |
| <b>2</b>                  | <b>2</b>                      | <b>4</b>                    |
| <b>#Main Line Repairs</b> | <b>#Lateral Repairs</b>       | <b>Easement Maintenance</b> |
| <b>1</b>                  | <b>1</b>                      | <b>0</b>                    |

**Annual/Semi Annual, Monthly Routine and Preventative Sewer Cleaning**

|                 |                 |
|-----------------|-----------------|
| 184 E Market St | 1742 Ekin Ave   |
| 2601 Pamela Dr  | 34 Oxford Dr    |
| 1135 Griffin St | 928 Pennwood Dr |

**Chemical Root Treatment**

|                     |                      |
|---------------------|----------------------|
| 2714 Linda Dr       | 907 Oakland Dr       |
| 833 Cedar Bough Pl  | 918 Korb Ave         |
| 546 Beharrell Ave   | Myrtle Ave           |
| 912 Korb Ave        | 3313 Norwood Dr      |
| 1591 Slate Run Rd   | 401 Captain Frank Rd |
| 608 Kent Dr         | 615 Lynn Rd          |
| 2105 Charlestown Rd | 1215 Indiana Ave     |
| 1831 1/2 Center St  | 411 Highland Ave     |
| Bentbrook Dr        |                      |

**Facility Safety**

The monthly safety inspection rating was 98.44%. The safety training covered Trench and Shoring.

**Projects**

**Elm Street Brick Sewer Replacement**

All work is complete.

**720 Building Repair**

The design phase is complete.

**Phosphorus Building Expansion**

The design phase is complete.

**UV Disinfection**

Currently in the design phase.

**CLAIMS:**

**Mrs. Boofter** presented the Sewer Claim Docket for 11/27/24 to 12/11/24 in the amount of \$788,833.44

|                                |                 |       |
|--------------------------------|-----------------|-------|
| L&D MAILMASTERS, INC.          | 433.75          | Sewer |
| L&D MAILMASTERS, INC.          | 527.89          | Sewer |
| L&D MAILMASTERS, INC.          | 186.40          | Sewer |
| CROWN SERVICES INC             | 555.98          | Sewer |
| <b>Total</b>                   | <b>1,704.02</b> |       |
| BLACK DIAMOND                  | 65.00           | WWTP  |
| BLACK DIAMOND                  | 70.00           | WWTP  |
| BLACK DIAMOND                  | 45.00           | WWTP  |
| MICROBAC LABORATORIES INC      | 66.00           | WWTP  |
| MICROBAC LABORATORIES INC      | 305.00          | WWTP  |
| QUILL                          | 123.13          | WWTP  |
| CINTAS #302                    | 233.60          | WWTP  |
| CINTAS #302                    | 233.60          | WWTP  |
| SOUTHERN IN WASTE SYSTEMS LLC  | 49,386.75       | WWTP  |
| CULLIGAN WATER SYSTEMS         | 80.00           | WWTP  |
| EARTH FIRST                    | 387.77          | WWTP  |
| MIKE SMITH FIRESTONE           | 50.00           | WWTP  |
| COPIER MART                    | 374.93          | WWTP  |
| NORTON AND ASSOCIATES PLUMBING | 1,975.00        | WWTP  |
| USA BLUE BOOK                  | 931.22          | WWTP  |
| USA BLUE BOOK                  | 138.15          | WWTP  |
| USA BLUE BOOK                  | 46.05           | WWTP  |
| USA BLUE BOOK                  | 738.37          | WWTP  |
| SPENCER MACHINE & TOOL CO.,INC | 4,984.89        | WWTP  |
| C.C.E., INC.                   | 35.00           | WWTP  |
| METRO ANSWERING SERIVCE        | 175.45          | WWTP  |
| EYE-TRONICS                    | 291.95          | WWTP  |
| ERNST CONCRETE                 | 518.00          | WWTP  |
| NORTHERN SAFETY CO., INC       | 839.50          | WWTP  |
| XYLEM WATER SOLUTIONS USA      | 1,202.56        | WWTP  |
| NAPA OF NEW ALBANY             | 221.14          | WWTP  |
| NAPA OF NEW ALBANY             | 7.04            | WWTP  |
| NAPA OF NEW ALBANY             | 53.56           | WWTP  |
| NAPA OF NEW ALBANY             | 17.99           | WWTP  |
| NAPA OF NEW ALBANY             | 10.49           | WWTP  |
| FROST BROWN TODD, LLC          | 32,230.06       | WWTP  |
| CARD SERVICES                  | 40.00           | WWTP  |
| CARD SERVICES                  | 37.46           | WWTP  |
| CARD SERVICES                  | 36.95           | WWTP  |
| CARD SERVICES                  | 33.80           | WWTP  |

|                                |                   |      |
|--------------------------------|-------------------|------|
| CARD SERVICES                  | 910.00            | WWTP |
| CARD SERVICES                  | 465.00            | WWTP |
| CARD SERVICES                  | 460.53            | WWTP |
| CARD SERVICES                  | 35.16             | WWTP |
| CARD SERVICES                  | 35.70             | WWTP |
| CARD SERVICES                  | 41.97             | WWTP |
| CARD SERVICES                  | 351.00            | WWTP |
| CARD SERVICES                  | 130.00            | WWTP |
| CARD SERVICES                  | 36.87             | WWTP |
| CARD SERVICES                  | 62.99             | WWTP |
| CARD SERVICES                  | 75.54             | WWTP |
| CARD SERVICES                  | 33.14             | WWTP |
| CARD SERVICES                  | 29.94             | WWTP |
| CARD SERVICES                  | 34.97             | WWTP |
| CARD SERVICES                  | 45.98             | WWTP |
| EIC CONTRACTORS INC            | 510.00            | WWTP |
| EIC CONTRACTORS INC            | 1,140.00          | WWTP |
| GOTTA GO INC.                  | 3,350.00          | WWTP |
| ERS WIRELESS                   | 750.00            | WWTP |
| SCHWALM USA LLC                | 6,908.75          | WWTP |
| SCHWALM USA LLC                | 864.00            | WWTP |
| MSDSOONLINE DBA VELOCITYEHS    | 3,710.00          | WWTP |
| NGT CORP.-COVERALL SERVICE CO. | 1,075.00          | WWTP |
| MINICAM INC.                   | 1,302.00          | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 59.34             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 10.74             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 9.99              | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 11.98             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 66.55             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 13.99             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 13.98             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 13.98             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 95.88             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 57.13             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 60.98             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 24.98             | WWTP |
| HOLMES ACE HARDWARE-NEW ALBANY | 80.96             | WWTP |
| VESTIS SERVICES, LLC           | 542.49            | WWTP |
| VESTIS SERVICES, LLC           | 400.00            | WWTP |
| <b>Total</b>                   | <b>119,806.92</b> |      |
| INDIANA AMERICAN WATER         | 24.57             | TU/T |
| INDIANA AMERICAN WATER         | 48.49             | TU/T |
| INDIANA AMERICAN WATER         | 24.57             | TU/T |
| INDIANA AMERICAN WATER         | 48.49             | TU/T |
| INDIANA AMERICAN WATER         | 48.49             | TU/T |
| INDIANA AMERICAN WATER         | 24.57             | TU/T |
| INDIANA AMERICAN WATER         | 24.57             | TU/T |
| INDIANA AMERICAN WATER         | 48.95             | TU/T |
| INDIANA AMERICAN WATER         | 48.49             | TU/T |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17              | TU/T |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17              | TU/T |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17              | TU/T |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17              | TU/T |
| NEW ALBANY MUNICIPAL UTILITIES | 4.17              | TU/T |

|                            |                   |      |
|----------------------------|-------------------|------|
| GIBSON LAW OFFICE, LLC     | 1,171.64          | TU/T |
| AT&T                       | 292.84            | TU/T |
| DUKE ENERGY                | 3,307.91          | TU/T |
| DUKE ENERGY                | 44,074.21         | TU/T |
| DUKE ENERGY                | 1,245.06          | TU/T |
| DUKE ENERGY                | 125.86            | TU/T |
| DUKE ENERGY                | 62.97             | TU/T |
| SIMMONS, JEFF              | 334.26            | TU/T |
| STORMWATER\DRAINAGE FUND   | 57,275.12         | TU/T |
| CITY OF NEW ALBANY         | 200,000.00        | TU/T |
| SANITATION FUND            | 88,919.97         | TU/T |
| INDIANA AMERICAN WATER     | 48.49             | TU/T |
| INDIANA AMERICAN WATER     | 48.49             | TU/T |
| INDIANA AMERICAN WATER     | 333.69            | TU/T |
| GIBSON LAW OFFICE, LLC     | 760.97            | TU/T |
| CITY OF NEW ALBANY         | 120,000.00        | TU/T |
| CITY OF NEW ALBANY         | 20,000.00         | TU/T |
| FLOYDS KNOBS WATER         | 24.86             | TU/T |
| FLOYDS KNOBS WATER         | 24.86             | TU/T |
| FLOYDS KNOBS WATER         | 24.86             | TU/T |
| AT&T                       | 409.24            | TU/T |
| DUKE ENERGY                | 50.82             | TU/T |
| DUKE ENERGY                | 53.76             | TU/T |
| DUKE ENERGY                | 176.73            | TU/T |
| DUKE ENERGY                | 727.46            | TU/T |
| WEX BANK                   | 3,495.62          | TU/T |
| QUADIENT LEASING USA, INC. | 221.77            | TU/T |
| LANTRIP, WILLIAM           | 250.00            | TU/T |
| BNY DEC DEBT SERV TRANSFER | 123,499.00        | TU/T |
| <b>Total</b>               | <b>667,322.50</b> |      |
| <b>Grand Total</b>         | <b>788,833.44</b> |      |

Mr. Wilkinson moved to approve, Mr. Grimes second, all voted in favor.

**ADJOURN:**

There being no further business before the board, the meeting adjourned at 9:34 a.m.

\_\_\_\_\_  
Mayor Gahan, President

\_\_\_\_\_  
Mindy Milburn, Deputy City Clerk